



Department of Development

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TO: West Lafayette Board of Public Works and Safety

CC: Diane Foster

FROM: Chandler M. Poole, Director

DATE: March 18, 2014

SUBJECT: New Intern- Travis Dunn

I request permission to engage a new intern, Travis Dunn. Travis is a senior in forestry at Purdue and will be working up to 15 hours a week on urban forestry issues including planting plans, inventory updates, database analysis and ash removal. He will report to Beverly Shaw, Greenspace Administrator, and will work for \$10/hour from March 24 through October 2014.